



# UNCONFIRMED MINUTES

GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 14<sup>th</sup> August 2024  
COMMENCING AT 9.00AM

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**ETHERIDGE SHIRE COUNCIL  
MINUTES OF THE GENERAL MEETING  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 14<sup>TH</sup> AUGUST 2024  
COMMENCING AT 9.00AM**

**ATTENDANCE**

Mayor Barry Hughes  
Cr. Ian Carroll  
Cr. Laurell Royes  
Cr. Seven Ryan  
Cr. Ian Tincknell

**OFFICERS PRESENT**

Mr. Ken Timms, Chief Executive Officer  
Mr. Raju Ranjit, Director of Engineering Services  
Mrs. Renee Bester, Director of Corporate Services  
Miss. Gemma Bethel, Administration Officer

**OPEN GALLERY**

**ATTENDANCE**

Nardeen Hayden joined the gallery at 9:05am

The Mayor declared the meeting open at 9:06am and welcomed all in attendance.

***ACKNOWLEDGEMENT TO COUNTRY***

“We would like to acknowledge the traditional owners of this land and pay our respects to the Elders past, present and future for they hold the history, cultural practice, and traditions, of their people.”

***PRAYER***

“We ask that today you give us wisdom to make good decisions to benefit our communities. Help us see what will benefit our shire and give us hearts to serve others. Amen”.

***DECLARATION OF CONFLICTS OF INTEREST***

**Cr Royes**

- Prescribed interest in agenda item #11 - Quotation for Gravel Supply for Etheridge Shire Council for DRFA Works for Zone 3 & 2.

**Cr Tincknell**

- Prescribed interest in agenda item #14 – RADF Funding Agreement.

***APOLOGIES, CONDOLENCES AND CONGRATULATIONS***

**Condolences:**

Council wishes to extend their condolences to the family of Robert Burton.

**Congratulations:**

Council wishes to congratulate Will & Faith Parry of Mistletoe on the birth of their daughter, Elaine.

Council wishes to congratulate Cameron Barns & Mel Sacueza on their marriage.

Council wishes to congratulate Renee Bester on her recent appointment as Director of Corporate Services.

**Apologies:**

Nil

**CONSIDERATION OF MINUTES**

**1. General Meeting Minutes – Wednesday 17<sup>th</sup> July 2024**

RESOLUTION

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 17<sup>th</sup> July 2024 be confirmed.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.01**  
**5/0**

**2. Special Budget Meeting Minutes – Wednesday 24<sup>th</sup> July 2024**

RESOLUTION

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 24<sup>th</sup> July 2024 be confirmed.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.08.02**  
**5/0**

**BUSINESS ARISING FROM GENERAL MINUTES**

Nil

**CONSIDERATION OF OPEN SESSION REPORTS**

**Director of Corporate Services**

**1. Director of Corporate Services Briefing Report**

RESOLUTION

That Council acknowledges and receives the Director of Corporate Services' Briefing Report.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.03**  
**5/0**

**2. Financial Performance as at 31<sup>st</sup> July 2024**

EXECUTIVE SUMMARY

In accordance with section 204 of the Local Government Regulation 2012, a monthly finance report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting held.

RESOLUTION

That Council receives the financial statements for the period ended 31<sup>st</sup> July 2024 pursuant, and in accordance with, the Local Government Regulation 2012 (s204).

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Hughes

**CARRIED**

RESOLUTION #24.08.04  
5/0**3. Advertising Expenditure Policy**EXECUTIVE SUMMARY

The purpose of this report is for council to adopt the updated draft Advertising Expenditure Policy as outlined within section 197 of the Local Government Regulations 2012. This policy review was due February 2021 is part of Council's current Policy Review project to ensure Council is satisfying its legislative requirements.

RESOLUTION

That Council:

1. Adopt the updated Advertising Expenditure Policy (S007).

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.08.05**  
5/0

**4. Review of Relocation Policy**EXECUTIVE SUMMARY

Council are currently undertaking a Policy Review to ensure of their governance compliance. As part of this review, Council have developed and/or reviewed policies and suggested appropriate changes. A review of the Councillor Policy: ESC – HR033 Relocation Policy

RESOLUTION

That Council note the completion of the review of the ESC – HR033 Relocation Policy, and re-adopt the reviewed version.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.06**  
5/0

**5. Review of Drug & Alcohol Policy**EXECUTIVE SUMMARY

Council is currently undertaking a Policy Review to ensure of their governance compliance. As part of this review, Council have developed and/or reviewed policies and suggested appropriate changes. A review of the ESC – A012 Drug & Alcohol Policy is attached.

RESOLUTION

That Council resolve to defer the matter of the Drug and Alcohol Policy (A012) to a future meeting/workshop.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.08.07**  
5/0

**ADJOURNMENT**

Council adjourned the meeting for Morning Tea at 10:07am

**RESUMPTION**

Council resumed the meeting at 10:28am

## **6. Dealing with a Complaint About the Chief Executive Officer**

### EXECUTIVE SUMMARY

The purpose of this report is for council to adopt the updated draft ESC – S014 – Dealing with a Complaint about a Chief Executive Officer Policy as outlined within section 48A of the *Crime and Corruption Act 2001*. This policy review was completed as part of Council's current Policy Review project to ensure Council is satisfying its legislative requirements.

### RESOLUTION

That Council:

- Adopt the updated and renamed 'Dealing with a complaint about a Chief Executive Officer' Policy (S014).

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.08.08**  
**5/0**

### ATTENDANCE

Raju Ranjit entered the meeting at 10:30am

## **7. Media Communications Policy and Social Media Policy**

### EXECUTIVE SUMMARY

The purpose of this report is for council to adopt the updated draft Media Communications Policy and draft Social Media Policy.

### RESOLUTION

That Council:

1. Adopt the updated 'Media Communications Policy' (C008)
2. Adopt the 'Social Media' Policy (C028).

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.08.09**  
**5/0**

## **8. Queensland Feral Pig Initiative – Round 8**

### EXECUTIVE SUMMARY

Funding of \$1 million is currently available through Round 8(b) of the Queensland Feral Pest Initiative (QFPI). The round of funding is available for a range of eligible applicants (including local governments) for projects including innovation and diversification of feral pig control tools and techniques. The funding covers projects of up to three years. Expression of Interest applications are due by 5pm on 13<sup>th</sup> September 2024.

### RESOLUTION

The Council resolve to:

- Seek the Biosecurity Advisory Committees support regarding an application under the QFPI Round 8b
- Approve in principle an application submission to the QFPI Round 8b

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.10**  
**5/0**

**CONSIDERATION OF OPEN SESSION REPORTS**

**Director of Engineering Services**

**9. Director of Engineering Services Briefing Report**

RESOLUTION

That Council acknowledges and receives the Director of Engineering Services' Briefing Report.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.11**  
**5/0**

ATTENDANCE

Gemma Bethel left the meeting at 10:56am and returned at 10:59am

**CONSIDERATION OF OPEN SESSION REPORTS**

**Chief Executive Officer**

**10. LGAQ Annual Conference**

EXECUTIVE SUMMARY

Council has received correspondence from the Local Government Association of Queensland that the 2024 LGAQ Annual Conference is scheduled for 21st – 23rd October 2024 in Brisbane. The 2024 Annual Conference will include the Annual General meeting where our sector's future policy priorities will be debated.

RESOLUTION

That Council resolve to send the following representative to attend the 2024 LGAQ Annual Conference in Brisbane from the 21st – 23rd October 2024:

- Mayor Barry Hughes
- Deputy Mayor Laurell Royes
- Cr Ian Carroll
- Cr Seven Ryan
- CEO Ken Timms PSM (or equivalent)

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.12**  
**5/0**

**CONSIDERATION OF CLOSED SESSION REPORTS**

ATTENDANCE

Cr Royes left the meeting at 11:30am due to a prescribed interest.  
Nardeen Hayden left the meeting at 11:30am.

RESOLUTION

That Council go into closed session at 11:31am to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.

(3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.13**  
4/0

RESOLUTION

Council resolve to come out of closed session at 11:48am

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.08.14**  
4/0

**11. Quotation for Gravel Supply for Etheridge Shire Council for DRFA Works for Zone 3 and Zone 2**

EXECUTIVE SUMMARY

This report relates to the consideration of quotations received for the supply of gravel for Etheridge Shire Council for DRFA works in Zone 3 & Zone 2.

RESOLUTION

That Council accept the tender of Bolwarra Enterprises Crushing & Screening to supply and delivery of 100,000 tonnes for Zone 3 and 8000 tonnes for Zone 2 to the value of \$ 5,957,035 (Ex. GST).

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.08.15**  
3/1

Vote - Cr Ryan requested that her vote be recorded against the above motion.

**CONSIDERATION OF CLOSED SESSION REPORTS**

ATTENDANCE

Cr Royes returned to the meeting at 11:51am

RESOLUTION

That Council go into closed session at 11:52am to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.16**  
5/0

RESOLUTION

Council resolve to come out of closed session at 12:34pm

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Ryan

**CARRIED**

**12. Mt Surprise and Einasleigh Town Maintenance**EXECUTIVE SUMMARY

This report relates to the consideration of options to carry out maintenance works in Mount Surprise and Einasleigh.

RESOLUTION

That Council resolve to tender out the Town Maintenance Contracts for Mt Surprise and/or Einasleigh providing the tender document includes but is not limited to, a works program and comprehensive reporting tool.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.18**  
5/0

ADJOURNMENT

Council adjourned the meeting for Lunch at 12:42pm

RESUMPTION

Council resumed the meeting at 1:21pm

ATTENDANCE

Rebekah Haase entered the gallery at 1:21pm  
Nardeen Hayden entered the gallery at 1:21pm

**CONSIDERATION OF OPEN SESSION ADDENDUM****Director of Corporate Services**ATTENDANCE

Cr Tincknell left the meeting at 1:22pm due to a prescribed interest.

**13. RADF Funding Agreement**EXECUTIVE SUMMARY

Council sanctioned a RADF Committee to assist in the distribution of funds for community led activities and assist in its ability to fulfil Council's Corporate Plan initiatives and other statutory requirements. The RADF Advisory Committee provides recommendations to Council and is chaired by Cr. Ian Tincknell. Council recently received the recommendations from RADF, however in further consultation with Arts Queensland regarding the use of funds from the 2021-2024 funding agreement more consideration from Council is required.

RESOLUTION

That Council suspend standing orders at 2:01pm to receive deputation from RADF members, Rebekah Haase and Nardeen Hayden.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.08.19**  
4/0

RESOLUTION

That Council resume standing orders at 2:10pm.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.20**  
4/0



RESOLUTION

Upon advice from the RADF Committee the remaining funds from the 2023-24 financial year will be allocated to a Council led initiative, Katie Whitehead Jones artist workshop throughout the Shire.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.21**  
**4/0**

ATTENDANCE

Cr Tincknell returned to the meeting at 2:15pm.

Rebekah Haase left the gallery at 2:15pm.

Nardeen Hayden left the gallery at 2:15pm

**CONSIDERATION OF CLOSED SESSION REPORTS**

RESOLUTION

That Council go into closed session at 2:16pm to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.08.22**  
**5/0**

RESOLUTION

Council resolve to come out of closed session at 2:54pm

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.08.23**  
**5/0**

**14. November 2023 DFRA Delivery**

EXECUTIVE SUMMARY

This report relates to the consideration of unit rates provided by contractors for Nov 2023 DFRA delivery.

RESOLUTION

That Council resolves to accept the quoted unit rates provided by Shepherd Services for the delivery of the Nov 2023 severe flash flooding and Tropical Cyclone Kirrily event under Local Buy Project Management Services LB279.

Further that prior to commencement of the delivery of this project that Council requests Shepherd Services outline how it intends to fulfil its obligations under this contract.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.08.24**  
**4/1**

Vote - Cr Ryan requested that her vote be recorded against the above motion.

**15. Biosecurity Advisory Committee Terms of Reference**

EXECUTIVE SUMMARY

Upon completion of the 2024 Local Government Elections, Cr. Seven Ryan was appointed as Chair of the Biosecurity Advisory Committee at the Statutory Post Election meeting held 28<sup>th</sup> March 2024. The Chair, along with current committee member have advised of changes required to the Terms of Reference for the Biosecurity Advisory Committee. Council have reviewed the Terms of Reference and made the appropriate changes.

RESOLUTION

That Council resolve to:

Defer the review of the Biosecurity Advisory Committees terms of reference to the September meeting.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.08.25**  
**5/0**

**CONSIDERATION OF OPEN SESSION ADDENDUM**

**Director of Engineering**

**16. Sealing Work on Cobbold Gorge Road**

EXECUTIVE SUMMARY

This report relates to the request regarding the sealing of 800m from the boundary grid towards the office building and 7km from the boundary Grid to the intersection of Cobbold Gorge Road and Agate Creek Road (Ch. 37.80 km to Ch 44.80Km)

RESOLUTION

Upon further information supplied by Simon Terry (Cobbold Gorge), Council advise it may consider a signed private works application to carry out the reconstruction and sealing work on 800m section between Cobbold Gorge Village office building & the boundary grid.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.08.26**  
**5/0**

**CONSIDERATION OF OPEN SESSION ADDENDUM**

**Chief Executive Officer**

**17. Chief Executive Officer Briefing Report**

RESOLUTION

That Council acknowledges and receives Chief Executive Officer's Briefing Report.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.08.27**  
**5/0**

## **18. 2025-29 Corporate Plan**

### EXECUTIVE SUMMARY

The purpose of this report is for the consideration of Mead Perry to complete the 2025-29 Etheridge Shire Council Corporate Plan.

### RESOLUTION

That Council engage Mead Perry to undertake the development of Council's 2025-29 Corporate Plan.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.08.28**  
**5/0**

## **19. Organisational Structure**

### EXECUTIVE SUMMARY

The purpose of this report is for Council to adopt the updated Organisational Structure in accordance with section 196 of the *Local Government Act 2009*. This update is for the performance of the local governments responsibilities in accordance with the adopted 2024-2025 budget.

### RESOLUTION

That Council resolve to:

- Adopt the Organisational Structure as presented in accordance with section 196 of the Local Government Act.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.08.29**  
**5/0**

## **20. Term Lease 0/222075 Described as Lot 8 on SP189943**

### EXECUTIVE SUMMARY

Council has received correspondence from the Department of Resources on 8<sup>th</sup> July 2024 regarding Term Lease 0/222075 described as Lot 8 on Survey Plan 189943 (Reserve for Township Purposes). This term lease is due for renewal on 3<sup>rd</sup> July 2025 and the Department of Resources are requesting Councils (appointed trustees of the reserve) views on the matter as part of the renewal process by no later than 19<sup>th</sup> August 2024. This land was leased for the operation of a commercial business within Georgetown, and that ownership has now ceased.

### RESOLUTION

That Council resolve to:

- Advise the Department of Resources that Council's preference is to not renew this trustee lease at the expiry of the Term Lease to allow for continuation of tenure and further advise of Council's reasons for objection by no later than 19<sup>th</sup> August 2024

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.08.30**  
**4/1**

## **21. Use of Council Controlled Areas**

### EXECUTIVE SUMMARY

Council have assessed the requirement to have an appropriate procedure that aligns with Council's Local Laws and relevant statutory requirements. Council have consulted other Local Government bodies and sought legal advice in preparing an application process to satisfy the requirements. The application

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(including an applicable fee) will include required documentation to be provided to enable Council to consider the application.

**RESOLUTION**

That Council resolve to:

- Amend its 2024-2025 Schedule of Fees & Charges to include an Application Fee of \$250.00 for Commercial Activities on Council Land.
- Adopt the proposed Application Form for Commercial Use of Council Controlled Areas.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.08.31**  
**5/0**

**GENERAL BUSINESS**

Cr Ryan	Update on Ewamian ILUA progress
Cr Ryan	Update on Gravel Pits
Cr Ryan	Motion for audible recordings of future Council Meetings.
Cr Ryan	New Road surface undermined / blowouts - Forsayth-Einasleigh Road
Cr Ryan	Grid at Property Boundary - Sirron - Forsayth-Einasleigh Road
Cr Ryan	Removal of existing and upgrade of station signs throughout the shire
Cr Ryan	Removal of Green Station Sign from Strathmore Road.
Cr Ryan	Status update of Councillors unanimous directive to CEO to refer compensation request from David & Dot Terry to Council's insurers
Cr Royes	Community Assistance Policy Failure - repeated failure to provide granted in kind assistance as per the policy, significantly with no notice or reason days before events commence and despite council sanctioned budget allocations each year.
Cr Royes	Station Signage - Local Emergency Volunteers and Residents request the re-erection of Historic Station Name Signage
Cr Royes	Equine Precinct - Councils' "position" clearly communicated
Cr Royes	Township Fencing - Strategic Discussion regarding current fence location/maintenance to achieve community expectation in township areas (Safety for people and property)
Cr Royes	Waste/Recycling Strategy - Annual Whitegoods/Furniture/Industrial Township Curb-side Collection (Get Ready Funding)
Cr Royes	Road Drainage - Strategic discussion to ensure road drainage is considered/carried out within the flood damage process on every road.
Cr Royes	Gravel Supply - strategic discussion regarding the use of crushing plants to optimise gravel quality/quantity

**RESOLUTION**

That Council resolve to:

- Record all future Council meetings audibly.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Tincknell

**LOST**  
**RESOLUTION #24.08.32**  
**2/3**

Vote – Cr Royes wishes to record her vote against the above motion.

**CONCLUSION**

There being no further business the Mayor declared the meeting closed at 7.15pm. These minutes will be confirmed by Council at the General Meeting held on Wednesday 18<sup>th</sup> September 2024.

Cr. Barry Hughes  
MAYOR